

**BOARD OF SUPERVISORS  
ACTION ITEM**

**SUBJECT:** FINANCE/GOVERNMENT SERVICES AND OPERATIONS COMMITTEE  
**REPORT:** Proposed Amendments to Chapter 209 of the Codified Ordinances of Loudoun County/Voting Precincts, Polling Places and Absentee Voting Location

**ELECTION DISTRICT:** Ashburn, Broad Run, Catocin, Dulles, and Countywide

**CRITICAL ACTION DATE:** May 15, 2013

**STAFF CONTACTS:** Brandi Brookhouse, Loudoun County Electoral Board  
Judy Brown, General Registrar

**RECOMMENDATIONS:**

**Committee:** At the April 9, 2013 Finance/Government Services and Operations Committee meeting, the Committee voted 4-0-1 (Letourneau, absent) to recommend to the full Board of Supervisors that the following amendments to Chapter 209 of the Codified Ordinances of Loudoun County be placed on the June 12, 2013 Public Hearing agenda: 1) establish Dulles South Multi-Purpose Center as a permanent absentee voting location; 2) revise the days that all absentee voting locations are open to the public to one week, including two Saturdays, prior to non-Presidential November elections; 3) to create a new precinct named Moorefield Station, using the House of Delegates District line between the 32nd House District and the 87th House District, with voting to occur at the Moorefield Station Elementary School; 4) create a new precinct named Lansdowne, using the House of Delegates District line between the 10th House District and the 32nd House District, with voting to continue at Belmont Ridge Middle School; 5) change the location of the polling place in Lucketts from Lucketts Elementary School to Lucketts Community Center; and 6) eliminate the Rehau precinct by joining it with the Harper Park precinct, with voting to occur at Harper Park Middle School.

**Staff:** Staff recommends that the Board of Supervisors authorize the proposed amendments to Chapter 209 of the Codified Ordinances of Loudoun County (as presented in Attachment 1) be placed on the agenda for the June 12, 2013 Public Hearing.

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**BACKGROUND:** This item relays the following six recommended changes to the Codified Ordinances of Loudoun County related to precincts and polling places:

1. Establish Dulles South Multi-Purpose Center as a permanent absentee voting location;
2. Revise the days that all absentee voting locations are open to the public to one week, including two Saturdays, prior to November elections, except the Presidential election, which will continue to be open two weeks prior to the election;

3. Create a new precinct named Moorefield Station, using the House of Delegates District line between the 32<sup>nd</sup> House District and the 87<sup>th</sup> House District, with voting to occur at the Moorefield Station Elementary School;
4. Create a new precinct named Lansdowne, using the House of Delegates District line between the 10<sup>th</sup> House District and the 32<sup>nd</sup> House District, with voting to continue at Belmont Ridge Middle School;
5. Change the location of the polling place in Lucketts from Lucketts Elementary School to Lucketts Community Center; and
6. Eliminate the Rehau precinct by joining it with the Harper Park precinct, with voting to occur at Harper Park Middle School.

#### Absentee Voting

The Board approved Dulles South Multi-Purpose Center as an absentee voting location only for the November 2012 Presidential Election, allowing for a review of absentee voting needs in order to develop the best approach for future elections. The Dulles South Multi-Purpose Center served 1,719 voters during a two week period. The numbers doubled in week two although the site was closed for two days. The Cascades Senior Center served 3,127 voters during the same two week period; Cascades has been operating prior to the November 2001 General Election. While the numbers were lower at the Dulles South Multi-Purpose Center, staff believes the numbers will increase as voters in the area become more aware of the added location for absentee voting. This is also one of the areas that have experienced the highest growth in the county.

Based on statistics, staff recommends revising absentee voting days at all absentee voting locations (including the main office) to one week, including two Saturdays, prior to all November elections, except the Presidential election when extended absentee voting services would still be offered for two weeks prior to the election. Statistics show that approximately 14% of voters vote by absentee ballot in Presidential Election years as opposed to an average of 5% in other November elections. Attachment 2 provides more detailed statistics relating to cost/participation in non-Presidential election years and Presidential election years.

#### Split Precincts

The House of Delegates line between House District 32 and House District 87 divides the current Mill Run Precinct in the Broad Run District. Staff recommends dividing the precinct along this line to create another precinct to be known as Moorefield Station, with voting to occur at Moorefield Station Elementary School. This change was delayed while awaiting identification of a polling location. Moorefield Station Elementary School will open in the fall of 2013.

The House of Delegates line between House District 10 and House District 32 divides the current Belmont Ridge Precinct in the Ashburn District. Staff recommends dividing the precinct along this line to create another precinct to be known as Lansdowne, with voting to continue at Belmont Ridge Middle School until the new HS-8 school opens in 2015, at which time another ordinance change may be needed. This change was delayed while awaiting a polling location, however, with the House of Delegates elections in the Fall of 2013 and the size of the precinct

(5,015 registered voters), it needs to be divided to eliminate multiple ballots, voter and candidate confusion and to better conduct elections in House of Delegates election years.

#### Change in Lucketts Polling Location

In 2010, the Board approved changing the Lucketts polling location during the renovation of the Lucketts Community Center. The renovation of the Lucketts Community Center has been completed and staff recommends changing the Lucketts polling location from the Lucketts Elementary School back to the Lucketts Community Center.

#### Elimination of Rehau Precinct and Polling Location

The Loudoun County Electoral Board received written notification from Rehau stating that they no longer wish to serve as a polling location for the Rehau precinct. Staff recommends eliminating the Rehau precinct and incorporating the voters into the existing Harper Park precinct, with voting to continue at the Harper Park Middle School.

Attachment 3 contains maps of the current and proposed precincts and polling places, as well as the geographical descriptions.

### **ISSUES:**

1. Split Precincts (Mill Run/Moorefield Station): The GRE handbook (policies and procedures for General Registrars and local Electoral Boards), created by the Virginia State Board of Elections, strongly discourages split precincts and recommends remedy whenever possible. *“Split precincts can cause great confusion in the registrar’s office and at the polls and can even result in some voters receiving the wrong ballot. If that occurs and the election is close, it could be cause for a contested election. Thus, split precincts should be avoided when possible”* (emphasis added). See Attachment 4 for a more detailed excerpt from the GRE handbook pertaining to split precincts.
2. Lucketts Polling Location: The Loudoun County Electoral Board made a verbal agreement with the Lucketts Elementary School in 2010 that the polling location would be changed back to the Lucketts Community Center once the renovations were completed. At that time, the renovations were expected to be completed by the end of 2011. Attachment 5 is the notification received by the Loudoun County Electoral Board in February 2013 from the Lucketts Community Center that the renovations have been completed.
3. Rehau Polling Location: Attachment 6 is written notice from Rehau stating they withdraw their facility located at 1503 Edwards Ferry Road, Leesburg, Virginia, as a polling location, making it necessary to find another voting location. The Loudoun County Electoral Board has attempted to locate another polling place without success. Therefore, the only option at this time is to combine the Rehau precinct with Harper Park creating one precinct, with voting to take place at the Harper Park Middle School.

4. Timing: Board action by mid-May is critical to having these changes in place for the November elections due to 60-day DOJ preclearance window before the election when no changes can occur.

**FISCAL IMPACT:** Election materials and voting equipment for the proposed new precinct were purchased during the redistricting process in anticipation of these House of Delegate District divisions. For the second new precinct, the Office of Elections and Voter Registration will be able to reallocate the voting equipment from the elimination of the Rehau precinct. Existing FY 2014 funds are sufficient to cover the costs of notifying voters of the proposed changes.

**ALTERNATIVES:**

1. Do not establish Dulles South as a permanent absentee polling location. This is not advisable given the population growth in this area of the county and the distance some voters in that area would have to travel if the location did not exist.
2. Do not revise the absentee voting days for non-Presidential November elections. This is not advisable as the first week tends to have very low participation. There are other alternatives available for those who need to vote by absentee ballot, including by mail and in person at the Voter Registration Office during regular business hours.
3. Do not divide the precincts as described above. This is also not advisable due to the difficulties and voter confusion resulting (as cited above) from operating split precincts.
4. Do not change the location of the polling place in Lucketts. However, movement of the polling place in Lucketts was an agreed-upon arrangement. The Electoral Board would prefer to honor this agreement.
5. Do not eliminate the Rehau precinct and/or join it with the Harper Park precinct. Staff advises against this as Rehau has given notice they no longer wish to serve as a polling station and no other polling place has been located.

**DRAFT MOTION:**

1. I move the recommendation of the Finance/Government Services and Operations Committee that the Board of Supervisors place the following amendments to Chapter 209 of the Codified Ordinances of Loudoun County on the June 12, 2013 Public Hearing agenda: 1) establish Dulles South Multi-Purpose Center as a permanent absentee voting location; 2) revise the days that all absentee voting locations are open to the public to one week, including two Saturdays, prior to non-Presidential November elections; 3) to create a new precinct named Moorefield Station, using the House of Delegates District line between the 32nd House District and the 87th House District, with voting to occur at the Moorefield Station Elementary School; 4) create a new precinct named Lansdowne, using the House of Delegates District line between the 10th House District and the 32nd House District, with voting to continue at Belmont Ridge Middle School; 5) change the location

of the polling place in Lucketts from Lucketts Elementary School to Lucketts Community Center; and 6) eliminate the Rehau precinct by joining it with the Harper Park precinct, with voting to occur at Harper Park Middle School.

Or

2. I move an alternate motion.

**ATTACHMENTS:**

1. Proposed Amendments to Chapter 209 of the Codified Ordinances of Loudoun County
2. Tables showing cost/participation in non-Presidential and Presidential election years
3. Maps of existing and proposed precincts and polling places
4. Excerpt from State Board of Election's GRE Handbook
5. E-mail from Lucketts Community Center – Renovations complete
6. Letter from Rehau

**CHAPTER 209**  
**Voting Precincts and Polling Places**

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| 209.01 Establishment   | 209.14 Boundaries of Dominion Trail Precinct – Broad Run District.   |
| 209.02 Boundaries of Hamilton Precinct – Catoctin District.          | 209.15 Boundaries of Farmwell Station Precinct – Broad Run District. |
| 209.03 Boundaries of Hillsboro Precinct – Blue Ridge District.       | 209.16 Boundaries of Seldens Landing Precinct - Ashburn District.    |
| 209.04 Boundaries of Philomont Precinct – Blue Ridge District.       | 209.17 Boundaries of West Lovettsville Precinct – Catoctin District. |
| 209.05 Boundaries of Purcellville Precinct – Blue Ridge District.    | 209.18 Boundaries of Lucketts Precinct – Catoctin District.          |
| 209.06 Boundaries of Round Hill Precinct – Blue Ridge District.      | 209.19 Boundaries of Balls Bluff Precinct – Leesburg District.       |
| 209.07 Boundaries of Between the Hills Precinct – Catoctin District. | 209.20 Boundaries of Waterford Precinct – Catoctin District.         |
| 209.08 Boundaries of Middleburg Precinct – Blue Ridge District.      | 209.21 Boundaries of Harper Park Precinct – Catoctin District.       |
| 209.09 Boundaries of St. Louis Precinct – Blue Ridge District.       | 209.22 Boundaries of Greenway Precinct – Leesburg District.          |
| 209.10 Boundaries of Aldie Precinct – Blue Ridge District.           | 209.23 Boundaries of Evergreen Precinct – Catoctin District.         |
| 209.11 Boundaries of Stone Bridge Precinct – Ashburn District.       | 209.24 Boundaries of Clarkes Gap Precinct – Catoctin District.       |
| 209.12 Boundaries of Russell Branch Precinct – Broad Run District.   | 209.25 Boundaries of Broad Run Precinct – Ashburn District.          |
| 209.13 Boundaries of Cedar Lane Precinct – Ashburn District.         | 209.26 Boundaries of Eagle Ridge Precinct – Broad Run District.      |

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| 209.27 Boundaries of Sanders Corner<br>Precinct – Ashburn District.  | 209.41 Boundaries of Cascades Precinct –<br>Algonkian District.         |
| 209.28 Boundaries of Hillside Precinct –<br>Broad Run District.      | 209.42 Reserved.  |
| 209.29 Boundaries of Little River Precinct –<br>Dulles District.     | 209.43 Boundaries of Claude Moore Park<br>Precinct – Sterling District. |
| 209.30 Boundaries of Mercer Precinct –<br>Dulles District.           | 209.44 Boundaries of Park View Precinct –<br>Sterling District.         |
| 209.31 Reserved.   | 209.45 Boundaries of Rolling Ridge Precinct –<br>Sterling District.     |
| 209.32 Boundaries of Oak Grove Precinct –<br>Broad Run District.     | 209.46 Boundaries of Sully Precinct –<br>Sterling District.             |
| 209.33 Boundaries of Dry Mill Precinct –<br>Leesburg District.       | 209.47 Reserved.  |
| 209.34 Boundaries of East Leesburg<br>Precinct – Leesburg District.  | 209.48 Boundaries of Forest Grove Precinct –<br>Sterling District.      |
| 209.35 Boundaries of Smart’s Mill<br>Precinct – Leesburg District.   | 209.49 Boundaries of Sugarland North<br>Precinct – Algonkian District.  |
| 209.36 Boundaries of West Leesburg<br>Precinct – Leesburg District.  | 209.50 Boundaries of Sugarland South<br>Precinct – Algonkian District.  |
| 209.37 Boundaries of Cool Spring<br>Precinct – Leesburg District.    | 209.51 Boundaries of Seneca Precinct –<br>Sterling District.            |
| 209.38 Boundaries of River Bend Precinct –<br>Algonkian District.    | 209.52 Boundaries of Lowes Island Precinct –<br>Algonkian District.     |
| 209.39 Boundaries of Algonkian Precinct –<br>Algonkian District.     | 209.53 Boundaries of Mirror Ridge Precinct –<br>Sterling District.      |
| 209.40 Boundaries of Potomac Falls<br>Precinct – Algonkian District. | 209.54 Boundaries of Newton-Lee Precinct –<br>Ashburn District.         |

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| 209.55 Boundaries of Tolbert Precinct –<br>Leesburg District.                 | 209.69 Boundaries of Dulles South Precinct –<br>Dulles District.           |
| 209.56 Central Absentee Voter Election<br>Precinct.                           | 209.70 Boundaries of Legacy Precinct –<br>Blue Ridge District.             |
| 209.57 Boundaries of Belmont Ridge<br>Precinct – Ashburn District.            | 209.71 Boundaries of Mill Run Precinct –<br>Broad Run District.            |
| 209.58 Boundaries of Briar Woods<br>Precinct – Blue Ridge District.           | 209.72 Boundaries of Pinebrook Precinct –<br>Blue Ridge District.          |
| 209.59 Boundaries of Freedom Precinct –<br>Dulles District.                   | 209.73 Boundaries of University Center<br>Precinct – Algonkian District.   |
| 209.60 Boundaries of East Lovettsville<br>Precinct – Catoctin District.       | 209.74 Boundaries of Ridgetop Precinct –<br>Broad Run District.            |
| 209.61 Boundaries of Heritage Precinct –<br>Leesburg District.                | 209.75 Boundaries of Red Rock Precinct –<br>Catoctin District.             |
| 209.62 Boundaries of Brandon Park<br>Precinct – Leesburg District.            | 209.76 Reserved.   |
| 209.63 Boundaries of Countryside<br>Precinct – Algonkian District.            | 209.77 Boundaries of Tuscarora Precinct –<br>Catoctin District.            |
| 209.64 Boundaries of South Bank<br>Precinct – Algonkian District.             | 209.78 Boundaries of Moorefield Precinct –<br>Dulles District.             |
| 209.65 Boundaries of Mountain View<br>Precinct – Blue Ridge District.         | 209.79 Boundaries of Galilee Precinct –<br>Algonkian District.             |
| 209.66 Boundaries of Round Hill Elementary<br>Precinct – Blue Ridge District. | 209.80 Boundaries of Belmont Station<br>Precinct – Ashburn District.       |
| 209.67 Boundaries of Weller Precinct –<br>Broad Run District.                 | 209.81 Boundaries of Heritage Church<br>Precinct – Ashburn District.       |
| 209.68 Boundaries of Carter Precinct –<br>Dulles District.                    | 209.82 Boundaries of Creighton’s Corner<br>Precinct – Blue Ridge District. |



209.83 Boundaries of Firehouse Precinct –  
Blue Ridge District.

209.84 Boundaries of J.L. Simpson Precinct –  
Catoctin District.

~~209.85 Boundaries of Rehau Precinct –  
Catoctin District.~~

209.86 Boundaries of Arcola Precinct –  
Dulles District.

209.87 Boundaries of Hutchison Farm  
Precinct – Dulles District.

209.88 Boundaries of Lunsford Precinct –  
Dulles District.

209.89 Boundaries of Town Hall Precinct –  
Dulles District.

209.90 Boundaries of Sterling Precinct –  
Sterling District.

209.91 Boundaries of Lansdowne Precinct –  
Ashburn District

209.92 Boundaries of Moorefield Station  
Precinct – Broad Run District

## 209.01 ESTABLISHMENT.

Pursuant to Section 24.2-307 of the Code of Virginia of 1950, as amended, the voting precincts within each supervisor election district and the polling place for each voting precinct are hereby established as set forth in this chapter.

<i><b>Districts</b></i>	<i><b>Precinct Name</b></i>	<i><b>Polling Place</b></i>
Algonkian	Algonkian	Algonkian Elementary School
	Cascades	Potowmack Elementary School
	Countryside	Countryside Elementary School
	Galilee Church	Galilee United Methodist Church
	Lowes Island	Lowes Island Elementary School
	Potomac Falls	Potomac Falls High School
	River Bend	River Bend Middle School
	South Bank	Potomac Baptist Church
	Sugarland North	Horizon Elementary School
	Sugarland South	Meadowland Elementary School
Ashburn	University Center	George Washington University
	Belmont Ridge	Belmont Ridge Middle School
	Belmont Station	Belmont Station Elementary School
	Broad Run	Broad Run High School
	Heritage Church	Heritage Baptist Church
	Newton-Lee	Newton-Lee Elementary School
	Sanders Corner	Sanders Corner Elementary School
	Seldens Landing	Seldens Landing Elementary School
	Stone Bridge	Stone Bridge High School
Blue Ridge	<u>Lansdowne</u>	<u>Belmont Ridge Middle School</u>
	Creighton's Corner	Creighton's Corner Elementary School
	Firehouse	Philomont Firehouse
	Hillsboro	Old Stone School

Philomont	Philomont Firehouse
Purcellville	Emerick Elementary School
Round Hill	Round Hill Center
Middleburg	Middleburg Town Office
St. Louis	Banneker Elementary School
Aldie	Aldie United Methodist Church
Mountain View	Mountain View Elementary School
Round Hill Elementary	Round Hill Elementary School
Briar Woods	Briar Woods High School
Legacy	Legacy Elementary School
Pinebrook	Pinebrook Elementary School

Broad Run	Russell Branch	Ashburn Elementary School
	Dominion Trail	Dominion Trail Elementary School
	Farmwell Station	Farmwell Station Middle School
	Weller	Steuart W. Weller Elementary School
	Eagle Ridge	Eagle Ridge Middle School
	Hillside	Hillside Elementary School
	Mill Run	Mill Run Elementary School
	Oak Grove	Oak Grove Baptist Church
	Ridgetop	Ridgetop Circle County Office
	<u>Moorefield Station</u>	<u>Moorefield Station Elementary School</u>

Catoclin	West Lovettsville	Lovettsville Community Center
	Lucketts	<del>Lucketts Elementary School</del> <u>Lucketts Community Center</u>
	Waterford	Waterford Elementary School
	Harper Park	Harper Park Middle School
	Evergreen	Evergreen Mill Elementary School
	Clarkes Gap	Holy Trinity Lutheran Church
	East Lovettsville	Lovettsville Elementary School

	Between the Hills	Neersville Fire and Rescue
	Hamilton	Hamilton Baptist Church
	Red Rock	Red Rock Community Center
	Tuscarora	Tuscarora High School
	<del>Rehau</del>	<del>Rehau Office Building</del>
	J.L. Simpson	J. Lupton Simpson Middle School
Dulles	Arcola	Arcola Elementary School
	Little River	Little River Elementary School
	Lunsford	J. Michael Lunsford Middle School
	Mercer	Mercer Middle School
	Hutchison Farm	Hutchison Farm Elementary School
	Freedom	Freedom High School
	Carter	Rosa Lee Carter Elementary School
	Dulles South	Dulles South Multipurpose Center
	Moorefield	National Parks and Recreation Association
	Town Hall	South Riding Town Hall
Leesburg	Dry Mill	C.S. Monroe Technology Center
	East Leesburg	Francis Hazel Reid Elementary School
	Smart's Mill	Smart's Mill Middle School
	West Leesburg	Ida Lee Recreation Center
	Cool Spring	Cool Spring Elementary School
	Brandon Park	Loudoun County High School
	Balls Bluff	Balls Bluff Elementary School
	Greenway	Leesburg Community Church
	Heritage	Heritage High School
	Tolbert	John W. Tolbert Jr. Elementary School
Sterling	Park View	Park View High School
	Rolling Ridge	Rolling Ridge Elementary School

**Sully**

**Sully Elementary School**

**Forest Grove**

**Forest Grove Elementary School**

**Claude Moore Park**

**Claude Moore Recreation Center**

**Mirror Ridge**

**Sugarland Elementary School**

**Seneca**

**Seneca Ridge Middle School**

**Sterling**

**Sterling Middle School**

209.21 BOUNDARIES OF HARPER PARK PRECINCT – CATOCTIN DISTRICT.

~~Beginning at the intersection of River Creek Parkway and the Cattail Branch; thence southeast along the Cattail Branch to its junction with Goose Creek; thence south along Goose Creek to the bridge over State Route 7; thence northwest along State Route 7 to its intersection with the corporate line of the Town of Leesburg, as defined by the 2010 Census block boundaries; thence north along the corporate line of the Town of Leesburg, as defined by the 2010 Census block boundaries, to its intersection with River Creek Parkway; thence north along River Creek Parkway to the point of the beginning at its intersection with Cattail Branch.~~

Beginning at the intersection of State Route 773 (Edwards Ferry Road) with the corporate line of the Town of Leesburg, as defined by the 2010 Census block boundaries; thence north along the corporate line of the Town of Leesburg, as defined by the 2010 Census block boundaries, to its junction with the south bank of the Potomac River; thence southeast along the south bank of the Potomac River to its convergence with Goose Creek; thence southwest along Goose Creek to the bridge over State Route 7; thence northwest along State Route 7 to its intersection with the corporate line of the Town of Leesburg, as defined by the 2010 Census block boundaries; thence north along the corporate line of the Town of Leesburg, as defined by the 2010 Census block boundaries, to its intersection with River Creek Parkway; thence north along River Creek Parkway to its junction with State Route 773 (Edwards Ferry Road); thence west along State Route 773 (Edwards Ferry Road) to the point of beginning at its intersection with the corporate line of the Town of Leesburg, as defined by the 2010 Census block boundaries.

209.57 BOUNDARIES OF BELMONT RIDGE PRECINCT – ASHBURN DISTRICT.

~~Beginning at the intersection of Riverside Parkway and Goose Creek; thence northeast along Goose Creek to its junction with the south bank of the Potomac River; thence southeast along the south bank of the Potomac River to its junction with an un-named road, said junction is approximately 2.3 miles southeast of Goose Creek and 0.7 miles northwest of Broad run; thence south along said un-named road approximately 0.71 miles to its intersection with a drain; thence northwest along said drain approximately 650 feet to its intersection with Helix Drive; thence southwest and then west along Helix Drive to its junction with Janelia Farm Boulevard; thence crossing Janelia Farm Boulevard and continuing west along Riverside Parkway to the point of beginning at its intersection with Goose Creek.~~

Beginning at the junction of Riverside Parkway and Upper Belmont Place; thence north along Upper Belmont Place to its junction with Lees Mill Square; thence northeast, southeast

and then south along Lees Mill Square to its junction with Riverpoint Drive; thence east along Riverpoint Drive to its junction with Boyer Fields Place; thence north along Boyer Fields Place to its junction with Indian Fields Court; thence east along Indian Fields Court to its terminus; thence continue east along an imaginary extension of Indian Fields Court for 360 feet to its junction with an un-named stream; thence follow said un-named stream north to its junction with another un-named stream; thence along said un-named stream southeast to its junction with the south bank of the Potomac River; thence southeast along the south bank of the Potomac River to its junction with an un-named road, said junction is approximately 2.3 miles southeast of Goose Creek and 0.7 miles northwest of Broad run; thence south along said un-named road approximately 0.7 miles to its intersection with a drain; thence north and northwest along said drain approximately 650 feet to its intersection with Helix Drive; thence west along Helix Drive to its junction with Ashburn Village Boulevard; thence crossing Ashburn Village Boulevard and continuing west along Riverside Parkway to the point of beginning at its junction with Upper Belmont Place.

#### 209.91 BOUNDARIES OF LANSDOWNE PRECINCT – ASHBURN DISTRICT.

Beginning at the intersection of Riverside Parkway and Goose Creek; thence northeast along Goose Creek to its junction with the south bank of the Potomac River; thence southeast along the south bank of the Potomac River to its junction with an un-named stream; thence northwest along said un-named stream to its junction with another un-named stream; thence west along said un-named stream to an imaginary extension of Indian Fields Court, which is 360 feet from the terminus of Indian Fields Court; thence continue west along Indian Fields Court to its junction with Boyer Fields Place; thence south along Boyer Fields Place to its junction with Riverpoint Drive; thence west along Riverpoint Drive to its junction with Lees Mill Square; thence north, northwest and then southwest along Lees Mill Square to its junction with Upper Belmont Place; thence south along Upper Belmont Place to its junction with Riverside Parkway; thence west along Riverside Parkway to the point of beginning at its intersection with Goose Creek.

#### 209.71 BOUNDARIES OF MILL RUN PRECINCT – BROAD RUN DISTRICT.

~~Beginning at the junction of Claiborne Parkway and State Route 625 (Waxpool Road); thence east and north along State Route 625 (Waxpool Road) to its junction with State Route 640 (Farmwell Road) and State Route 607 (Smith Switch Road); thence continuing along State Route 607 (Smith Switch Road) to the Washington & Old Dominion Trail; thence southeast along the Washington & Old Dominion Trail to its intersection with the Broad Run; thence north along the Broad Run to its junction with the Cabin Branch; thence east along the Cabin Branch to its intersection with State~~

~~Route 28; thence south along State Route 28 to its junction with State Route 606 (Old Ox Road); thence west along State Route 606 (Old Ox Road) to its intersection with State Route 267 (Dulles Greenway); thence west along State Route 267 (Dulles Greenway) to its intersection with Loudoun County Parkway; thence west along Loudoun County Parkway to its junction with Mooreview Parkway; thence northwest along Mooreview Parkway to its junction with Old Ryan Road; thence north along Old Ryan Road to its junction with Claude Moore Drive; thence west along Claude Moore Drive, crossing Mooreview Parkway and continuing along Wynridge Drive to its junction with Claiborne Parkway; thence north along Claiborne Parkway to the point of beginning at its junction with State Route 625 (Waxpool Road).~~

Beginning at the junction of Claiborne Parkway and State Route 625 (Waxpool Road); thence east along State Route 625 (Waxpool Road) to its junction with Ashburn Village Boulevard; thence south and west along Ashburn Village Boulevard to its intersection with the exit ramp of State Route 267 (Dulles Greenway); thence southeast along the exit ramp and State Route 267 (Dulles Greenway) to its intersection with Loudoun County Parkway; thence west along Loudoun County Parkway to its junction with Mooreview Parkway; thence northwest along Mooreview Parkway to its junction with Old Ryan Road; thence north along Old Ryan Road to its junction with Claude Moore Drive; thence northwest along Claude Moore Drive, crossing Mooreview Parkway and continuing along Wynridge Drive to its junction with Claiborne Parkway; thence north along Claiborne Parkway to the point of beginning at its junction with State Route 625 (Waxpool Road).

#### 209.92 BOUNDARIES OF MOOREFIELD STATION PRECINCT – BROAD RUN DISTRICT

Beginning at the intersection of Ashburn Village Boulevard and State Route 625 (Waxpool Road); thence east and north along State Route 625 (Waxpool Road) to its junction with State Route 640 (Farmwell Road) and State Route 607 (Smith Switch Road); thence continuing along State Route 607 (Smith Switch Road) to the Washington & Old Dominion Trail; thence southeast along the Washington & Old Dominion Trail to its intersection with the Broad Run; thence north along the Broad Run to the Cabin Branch; thence east along the Cabin Branch to its intersection with State Route 28; thence south along State Route 28 to its junction with State Route 606 (Old Ox Road); thence west along State Route 606 (Old Ox Road) to its intersection with State Route 267 (Dulles Greenway); thence west and north along State Route 267 (Dulles Greenway) to the exit ramp for Ashburn Village Boulevard; thence east and north along Ashburn Village Boulevard to the point of beginning at its intersection with State Route 625 (Waxpool Road).



**~~209.85 BOUNDARIES OF REHAU PRECINCT - CATOCTIN DISTRICT.~~**

~~Beginning at the intersection of State Route 773 (Edwards Ferry Road) with the corporate line of the Town of Leesburg, as defined by the 2010 Census block boundaries; thence north along the corporate line of the Town of Leesburg, as defined by the 2010 Census block boundaries, to its junction with the south bank of the Potomac River; thence southeast along the south bank of the Potomac River to its convergence with Goose Creek; thence west along Goose Creek to its junction with Cattail Branch; thence northwest along the Cattail Branch to its intersection with River Creek Parkway; thence north along River Creek Parkway to its junction with State Route 773 (Edwards Ferry Road); thence west along State Route 773 (Edwards Ferry Road) to the point of beginning at its intersection with the corporate line of the Town of Leesburg, as defined by the 2010 Census block boundaries.~~

**209.73 BOUNDARIES OF UNIVERSITY CENTER PRECINCT - ALGONKIAN DISTRICT.**

Beginning at the intersection of State Route 7 and ~~Janelia Farm Boulevard~~ Ashburn Village Boulevard, thence north along ~~Janelia Farm Boulevard~~ Ashburn Village Boulevard to its junction with Helix Drive; thence east along Helix Drive and then northeast approximately 250 feet to its intersection with a drain; thence southeast along said drain approximately 650 feet to an un-named road; thence north along said un-named road to its junction with the south bank of the Potomac River; thence east along the south bank of the Potomac River to its intersection with the Broad Run; thence southeast along the Broad Run to its intersection with State Route 7; thence northwest along State Route 7 to the point of beginning at its intersection with ~~Janelia Farm Boulevard~~ Ashburn Village Boulevard.

**AMENDMENTS TO SECTION 209.56 OF THE CODIFIED ORDINANCES OF  
LOUDOUN COUNTY (CENTRAL ABSENTEE VOTER ELECTION PRECINCT)**

**209.56 CENTRAL ABSENTEE VOTER ELECTION PRECINCT**

There is hereby established a Central Absentee Voter Election Precinct which shall receive and record all absentee ballots that are properly cast in all elections held in the County. The Central Absentee Voter Election Precinct shall be located at the Office of the General Registrar, 750 Miller Drive, S.E., Leesburg, Virginia 20175. In addition to the Office of the General Registrar, the following locations have been approved by the Electoral Board and are hereby established for absentee balloting:

~~(a) during the two weeks prior to each November general election, at the Senior Center at Cascades, 20160 Whitfield Place, Sterling, Virginia 20165; and~~

during the two weeks prior to each November Presidential Election, beginning with the November 8, 2016 election and every four years thereafter, at the Senior Center at Cascades, 20160 Whitfield Place, Sterling, Virginia 20165 and at the Dulles South Multi-Purpose Center, 24950 Riding Center Drive, South Riding, Virginia 20152; and

~~(b) during the two weeks prior to the November 6, 2012 general election, at the Dulles Multipurpose Center, 24950 Riding Center Drive, South Riding, Virginia 20152~~

during the week prior to each November general election, except Presidential Elections, beginning with the November 5, 2013 election, at the Senior Center at Cascades, 20160 Whitfield Place, Sterling, Virginia 20165 and at the Dulles South Multi-Purpose Center, 24950 Riding Center Drive, South Riding, Virginia 20152.

## Absentee Voting Costs Recap

### General Elections of 2009, 2010 and 2011

<u>Days</u>	<u>Location</u>	<u>Week</u>	<u>Staffing Cost</u>	<u>Avg Voters</u>	<u>Avg CPV</u>	<u>Staffing Needs</u>
M-F	Cascades	1	\$2,561.25	104	\$26.52	1 Manager, 2 Data, 4 Election Officers
M-F	Cascades	2	\$2,561.25	198	\$13.25	1 Manager, 2 Data, 4 Election Officers
Sat	Cascades	1	\$1,019.00	51	\$22.37	1 Manager, 2 Data, 5 Election Officers
Sat	Cascades	2	\$1,019.00	111	\$9.42	1 Manager, 2 Data, 5 Election Officers

Main Office Data not being tracked prior to 2012

South Riding Location added in 2012

### Presidential Election of 2012

<u>Days</u>	<u>Location</u>	<u>Week</u>	<u>Staffing Cost</u>	<u>Voters</u>	<u>Cost Per Voter</u>	<u>Staffing Needs</u>
M-F	Cascades	1	\$3,461.25	829	\$4.18	1 Manager, 2 Data, 8 Election Officers
M-F	Cascades	2	\$2,076.75	1080	\$1.92	1 Manager, 2 Data, 8 Election Officers
Sat	Cascades	1	\$1,444.00	364	\$3.97	1 Manager, 2 Data, 10 Election Officers
Sat	Cascades	2	\$1,444.00	764	\$1.89	1 Manager, 2 Data, 10 Election Officers
M-F	Dulles South	1	\$3,461.25	364	\$9.51	1 Manager, 2 Data, 8 Election Officers
M-F	Dulles South	2	\$2,076.75	667	\$3.11	1 Manager, 2 Data, 8 Election Officers
Sat	Dulles South	1	\$1,444.00	212	\$6.81	1 Manager, 2 Data, 10 Election Officers
Sat	Dulles South	2	\$1,444.00	476	\$3.03	1 Manager, 2 Data, 10 Election Officers
M-F	Main Office	1	\$3,438.75	318	\$10.81	3 Asst. Registrars, 8 Election Officers
M-F	Main Office	2	\$2,063.25	442	\$4.67	3 Asst. Registrars, 8 Election Officers

### Notes

Cascades and Dulles South hours are 4pm to 8pm M-F and 9am to 5pm Saturday.

Main Office extended hours are 5pm to 8pm M-F and 8:30am to 5pm Saturday.

Virginia Code (24.2-701) requires that the Main Office be open for voting the two Saturdays preceding each November election.

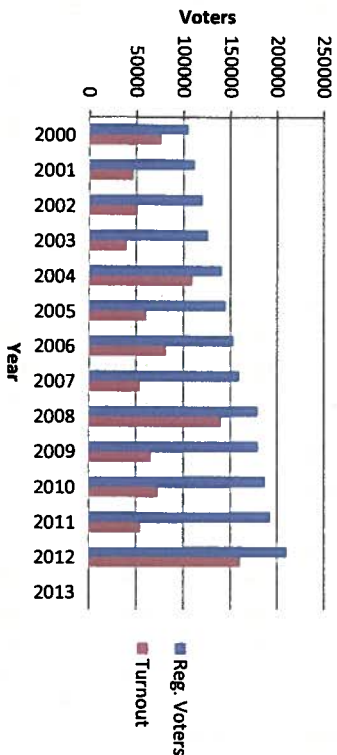
2012 Presidential numbers reflect a shortened week 2 as all three locations were closed two days due to Hurricane Sandy.

Eliminating the first week of evening voting in all three locations will save approximately \$7250.00

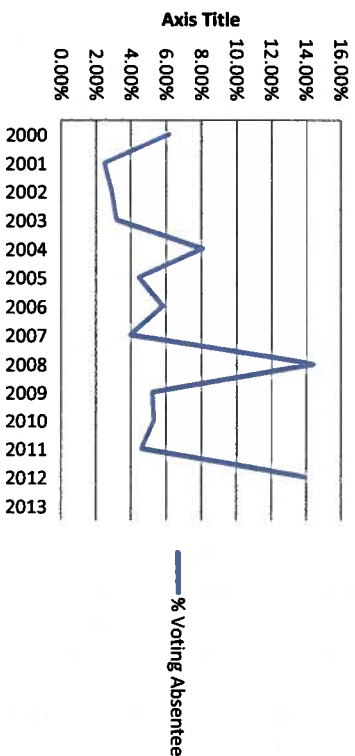
## Voter Turnout & Absentee Voting Statistics for General Elections

Voter Turnout & Absentee Totals							Reg. Voter Incr.		Absentee Voting Place/Method							
Year	Offices	Reg. Voters	Turnout	Turnout %	Abs. Voters	Abs. %	Voters	%	Office	Cascades	S. Riding	In Person	% IP	Mail	% Mail	Total
2000	President, Federal	104394	76106	72.90%	4680	6.15%	14097	15.61%								
2001	Governor, State	111787	46004	41.15%	1146	2.49%	7393	7.08%								
2002	Congress	119774	50984	42.57%	1488	2.92%	7987	7.14%								
2003	State, Local	125401	39494	31.49%	1263	3.20%	5627	4.70%								
2004	President, Federal	140291	108727	77.50%	8782	8.08%	14890	11.87%								
2005	Governor, State	144947	60365	41.65%	2690	4.46%	4656	3.32%								
2006	Congress	152804	81079	53.06%	4713	5.81%	7857	5.42%								
2007	State, Local	159378	53883	33.81%	2148	3.99%	6574	4.30%								
2008	President, Federal	179320	139734	77.92%	20170	14.43%	19942	12.51%	8768	3264		12032	59.65%	8138	40.35%	20170
2009	Governor, State	179656	65699	36.57%	3423	5.21%	336	0.19%	1579	293		1872	54.69%	1551	45.31%	3423
2010	Congress	186811	72838	38.99%	3872	5.32%	7155	3.98%	1852	369		2221	57.36%	1651	42.64%	3872
2011	State, Local	192558	54240	28.17%	2499	4.61%	5747	3.08%	1171	263		1434	57.38%	1065	42.62%	2499
2012	President, Federal	210392	160378	76.23%	22358	13.94%	17834	9.26%	9065	3127	1719	13911	62.22%	8447	37.78%	22358
2013	State													0		0

### Registered Voters & Turnout

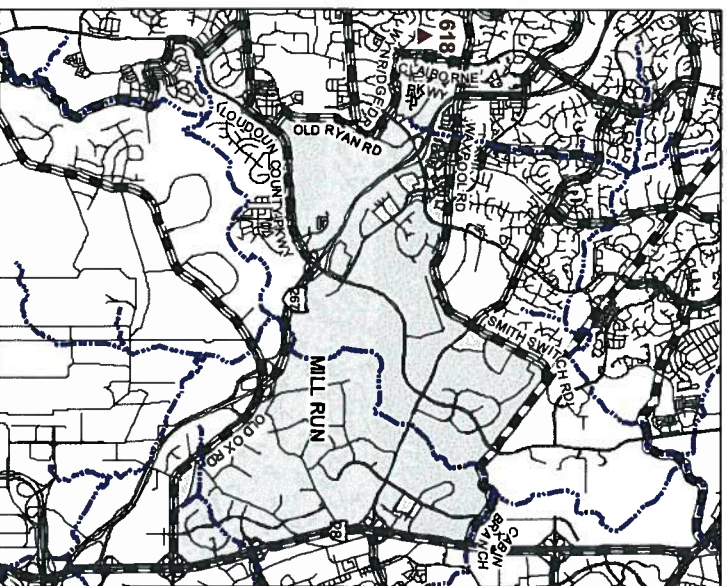
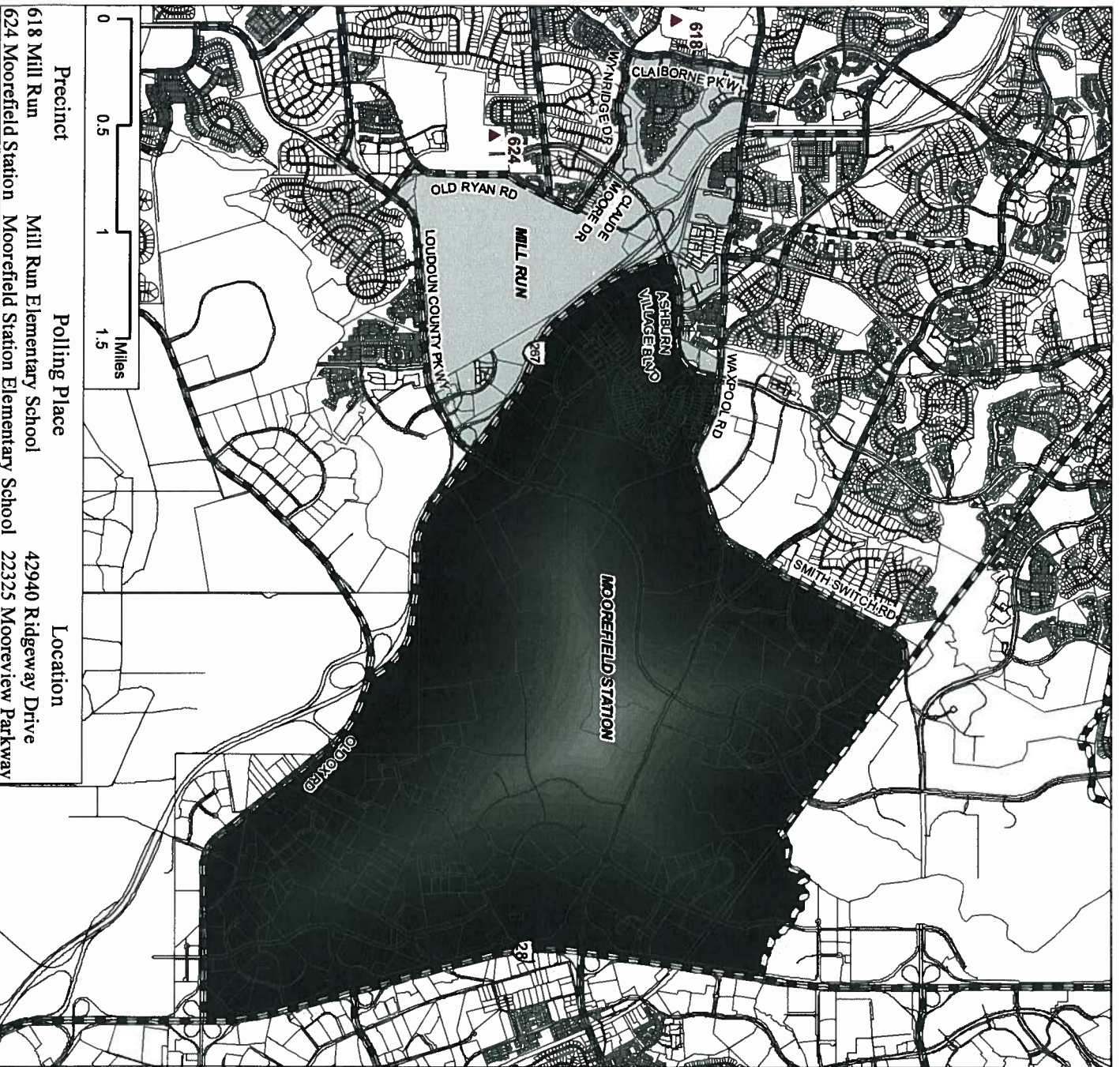


### % Voting Absentee





# Proposed Mill Run & Moorefield Station Precincts of Broad Run Election District

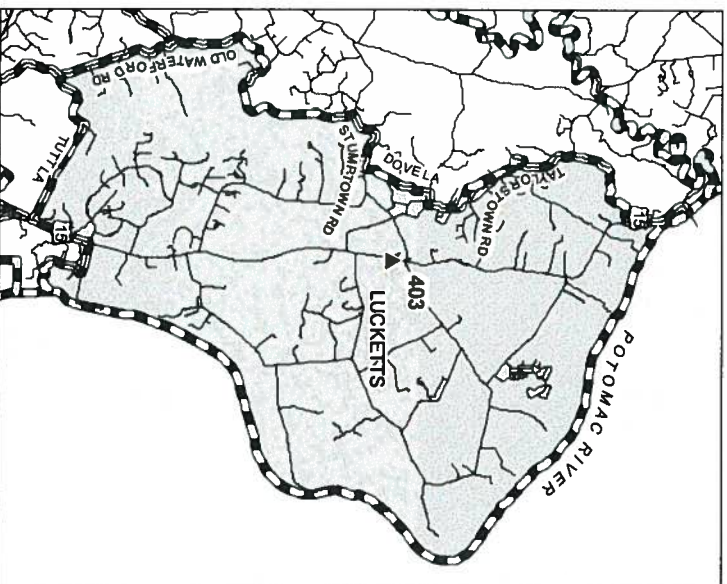
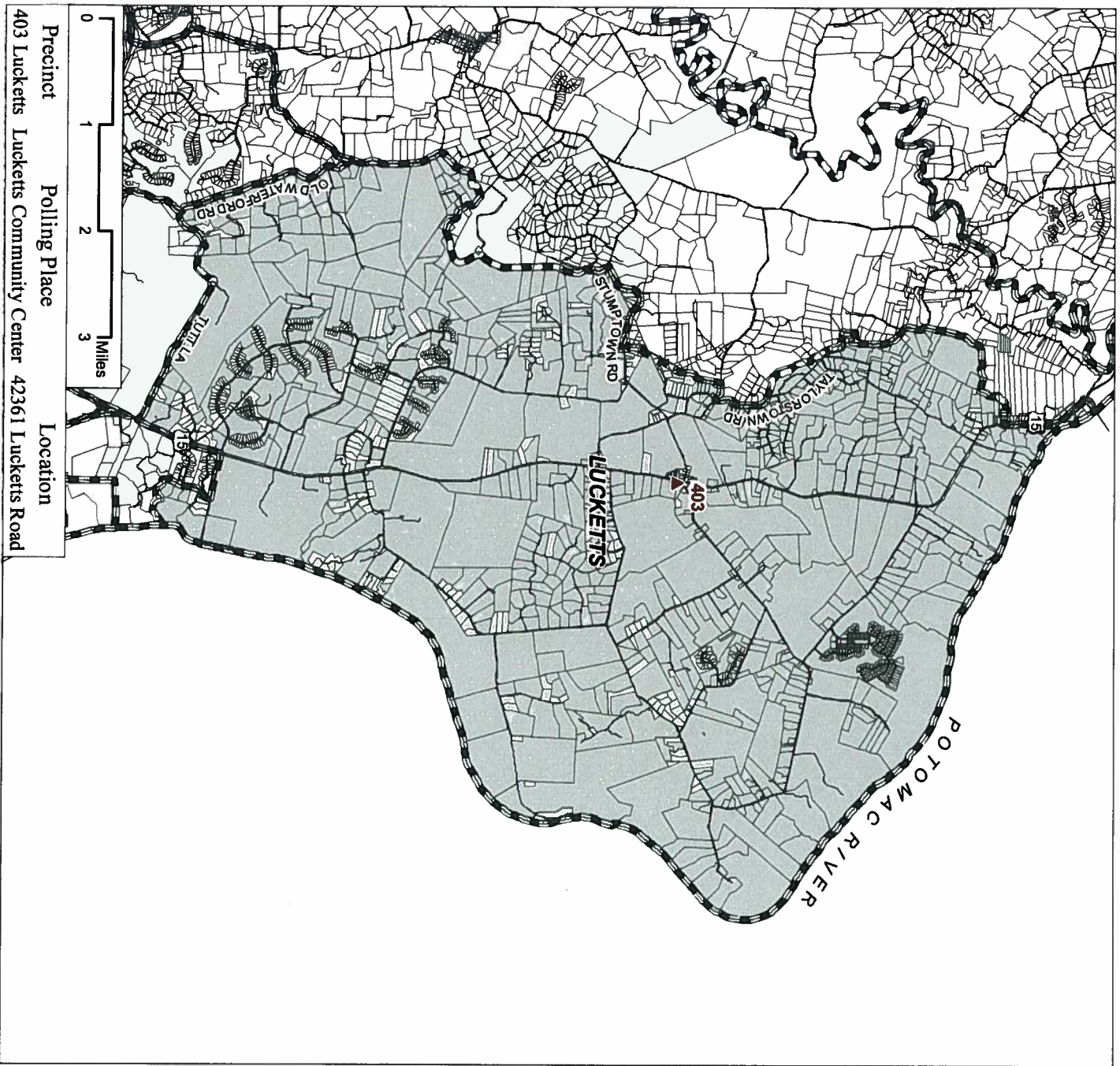


- ▲ Polling Location
- Mill Run Precinct
- Moorefield Station Precinct
- Other Precincts
- Parcels

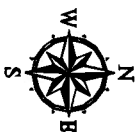
Map Number 2013-098, Prepared 4/2/2013  
 Map prepared by Loudoun County  
 Office of Mapping & Geographic Information







# Proposed Polling Location of Lucketts Precinct of Catoclin Election District



Existing Lucketts Precinct

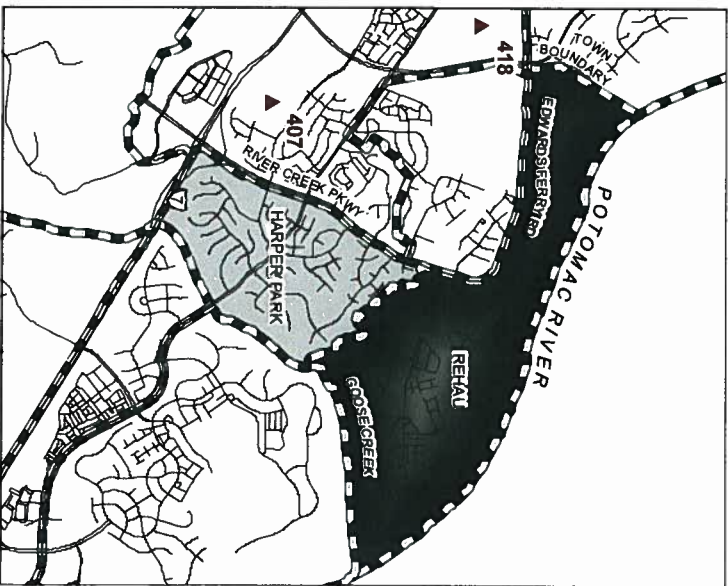
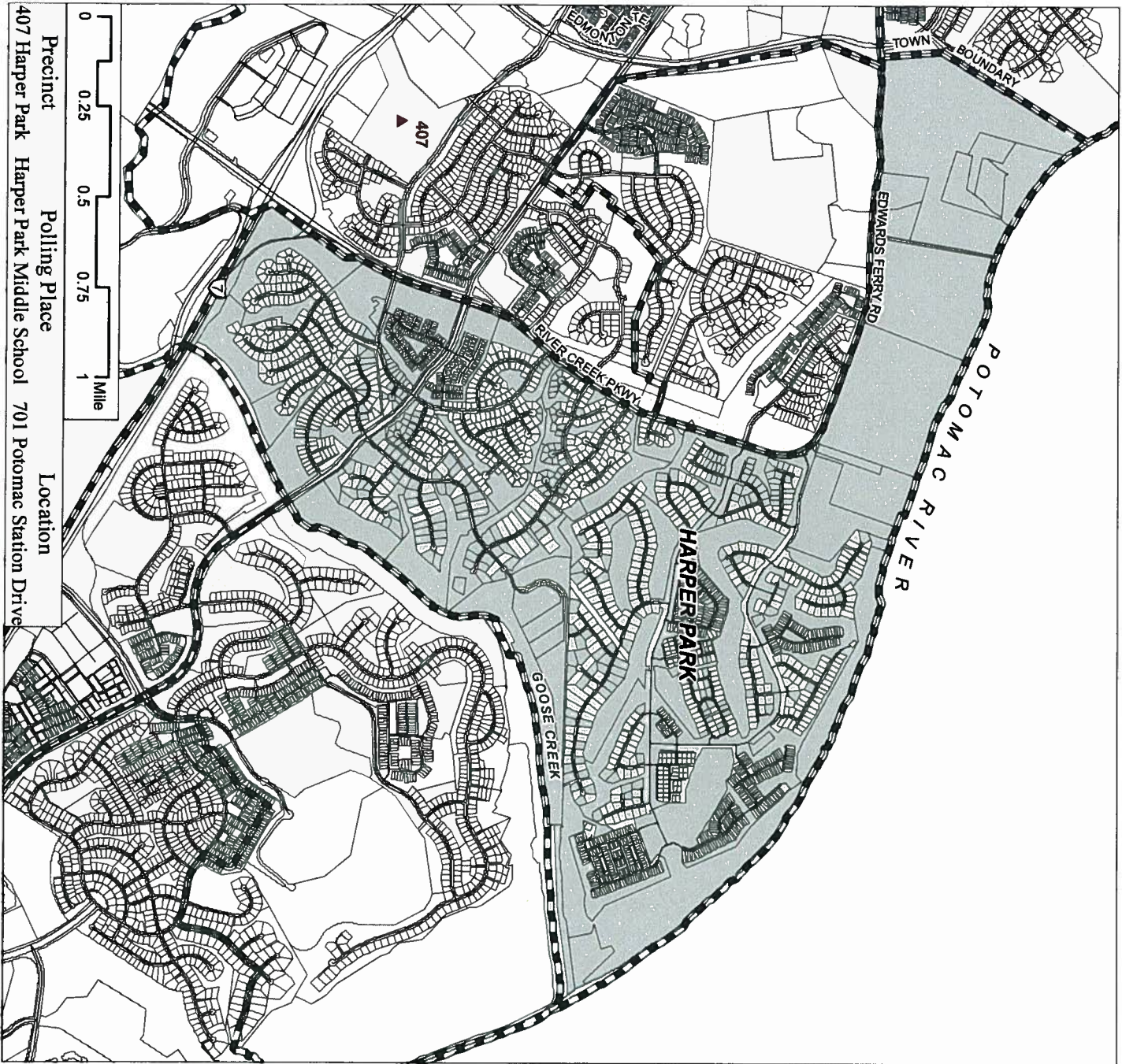


-  Polling Location
-  Lucketts Precinct
-  Other Precincts
-  Parcels

Map Number 2013-099, Prepared 4/2/2013  
 Map prepared by Loudoun County  
 Office of Mapping & Geographic Information



# Proposed Harper Park Precinct of Catoclin Election District

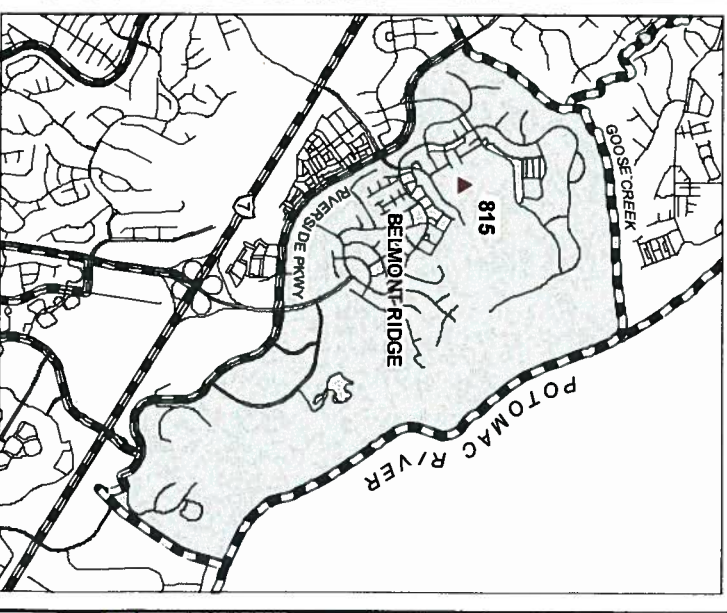
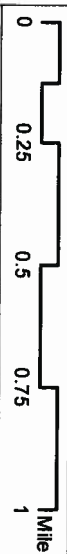




# Proposed Belmont Ridge & Lansdowne Precincts of Ashburn Election District



Precinct	Location
815 Belmont Ridge	Belmont Ridge Middle School
821 Lansdowne	Belmont Ridge Middle School



Existing Belmont Ridge Precinct



- ▲ Polling Location
- Belmont Ridge Precinct
- Lansdowne Precinct
- Other Precincts
- Parcels

Map Number 2013-097, Prepared 4/2/2013  
 Map prepared by Loudoun County  
 Office of Mapping & Geographic Information



## **14.3 How Split Precincts are Created**

...Split precincts can cause great confusion in the registrar's office and at the polls and can even result in some voters receiving the wrong ballot. If that occurs, and the election is close, it could be cause for a contested election. Thus, split precincts should be avoided when possible...

## **14.9 "Healing" Split Precincts**

...This section discusses ways to avoid split precincts or get rid of splits.

### **14.9.2 "Fixing" Split Precincts the Following Year**

The Code and accepted practice allow for adjustments in lines following the decennial redistricting for the express purpose of making local lines coincide with state legislative or congressional lines. Methods by which adjustments can be made include: (1) General Assembly enactment (e.g., 2007 HB 2892); (2) local governing body adjustment under § 24.2-304.1 affecting no more than the lesser of 250 persons or 5 percent of the population of the ward or district; and (3) an agreed boundary change judicially approved under § 15.2-3106 et seq. Unless bailed out, all adjustments must be pre-cleared. See, GREB 24.

These same strategies can be employed when a split precinct has been created by a boundary change or settlement between localities, an annexation (towns can annex; cities are currently prohibited from doing so), the creation of a new town or the reversion of a city to town status. The decennial district lines must be followed for General Assembly and congressional elections until the appropriate legislative body enacts changes to align the new jurisdictional lines and those new district lines are pre-cleared if applicable.

### **14.9.3 Changing Precincts or Creating New Precincts**

When the methods discussed above simply do not work, localities may wish to either create new precincts out of their split precinct segments or to adjust precinct boundaries to eliminate the split precinct.

## **Brown, Judy**

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**From:** Brookhouse, Brandi  
**Sent:** Tuesday, March 19, 2013 11:37 AM  
**To:** Brown, Judy  
**Subject:** FW: Lucketts Community Center

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Email from Lucketts....

Brandi Brookhouse  
Secretary, Loudoun County Electoral Board  
[brandi.brookhouse@loudoun.gov](mailto:brandi.brookhouse@loudoun.gov)  
(703) 737-8247

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**From:** DEPT-GENREG-ELECTORAL\_BOARD  
**Sent:** Thursday, February 28, 2013 12:05 PM  
**To:** Brookhouse, Brandi  
**Subject:** FW: Lucketts Community Center

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**From:** Cooley, Hilary  
**Sent:** Thursday, February 28, 2013 12:04 PM  
**To:** DEPT-GENREG-ELECTORAL\_BOARD  
**Subject:** Lucketts Community Center

Greetings-

In the past years, the Lucketts Center has been used as a voting place. We underwent two years of renovation and now are back

In the building and operating as normal.

If you would like to use this as a polling place again, that is fine. If you are happily ensconced elsewhere, that is fine too.

Hilary

Construction  
Automotive  
Industry



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February 7, 2013

Ms. Brandi Brookhouse  
Loudoun County Electoral Board  
801 Sycolin Road, Suite 102  
Leesburg, Virginia 20175-5686

Dear Ms. Brookhouse

**Withdrawal as location for Polling Place**

This letter will serve as REHAU Incorporated's one year notice to withdraw the Facility located at 1503 Edwards Ferry Road, Leesburg Virginia as a polling location. Per our agreement, we will continue to serve as a polling location through 2013 events.

It has been our pleasure to be able to provide our facility in the elections held in 2012 and we thank you for the opportunity to serve our community; however, due to the commercial nature of our facility, we must think of the impact on our employees, tenants and customers during these events.

Should you have any questions or concerns, please contact me at 703.777.5255.

Sincerely,

A handwritten signature in blue ink, appearing to read 'kMullins', is written over the typed name.

kMullins

Corporate Secretary